

Belton with Browston Parish Council Meeting
CHAIR: KEN BOTWRIGHT VICE CHAIR: NIGEL LIGHT
Minutes from the Parish Council meeting held on 5th October 2021
At New Road Sport & Leisure Centre

IN ATTENDANCE

K. Botwright (Chair), N. Light (Vice Chair), N. Brown, S. Bridges, T. Cameron, M. Greenacre, L. Hillier, D. Mills, H. Williams, K. Ruddock (Clerk) and three members of the public including Borough Cllr Myers.

The meeting commenced at 7.30pm

PUBLIC SECTION

Two members of the public attended the meeting to ask what can be done about the four acres of land next to the Loke in Belton, which is being used as a rubbish tip?

Cllr Cameron reported back in December 2020 GYBC attended the site, they then contacted the occupier informing them they must clear the site of all waste no later than March 2021, however it is thought there has been no follow up to check this has been undertaken. Cllr Cameron contacted them again in September this year to report that waste is continuing to be dumped on the land with concerns some maybe being dumped in the lake. Members of the public stated they had been keeping a record of the times and dates when vehicles are accessing the land, they have also some photographic evidence.

After some discussion it was agreed that Borough Cllr Myers will assist the Parishioners to try and determine who the land owner is, as the owner will be responsible to get all the waste items removed. Cllr Cameron will again contact Environmental Services at GYBC to find out when an Officer will again visit and inspect the site. Cllrs Botwright, Cameron and Mills will also undertake a site meeting.

With no further business the main meeting commenced at 7.40pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Walpole, Searby, Staff and Buckworth and County Cllr Annison. To accept the apologies proposed Cllr Mills, seconded Cllr Botwright. All in Favour.

2. DECLARATIONS OF INTEREST

Burgh Castle Parish Council – Cllr Greenacre, Belton FC – Cllr Brown. Also note all Parish Councillors are Trustees of Belton Playing Field Charity.

3. MINUTES FROM LAST MEETING

Minutes from the meeting held on 07/09/21 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record. Proposed Cllr Mills, Seconded Cllr Bridges. All in Favour.

4. MATTERS ARISING

GYBC Sports/Playing field Consultation

Cllr Cameron confirmed information concerning the forthcoming GYBC sports/playground audit will be sent out soon, a further update from GYBC about this is expected next month. The consultation is to determine the usage of all the sites and their equipment in the Borough.

Heather Gardens and Dashwood Close – Grit Bins

Paul Sellick has confirmed no correspondence can be found concerning the request for two new grit bins for Belton. Any new requests will be looked at and assessed, but as there are already two in this proximity, it is thought the request may be denied. After discussion, it was agreed to ask NCC to undertake an assessment to install a new grit bin at the bottom of Heather Gardens, near to the

New Rd footbridge, and for a second grit bin to be sited on Dashwood Close.
Cllr Brown suggested should the Parish Council be looking to purchase some salt/grit now ahead of the winter?

Church Lane and Allotments Hedge

Cllr Greenacre reported there has not been any update from Rev Bunn concerning the allotments hedge. It was agreed the whole hedgerow running along Church Lane is in need of being cut back. It was agreed to contact the land owner again about this.

St Johns Road

Cllr Hillier reported a section of hedge on St Johns Road has become over grown, and there is a large ash tree which looks as though it may have become unsafe due to ash die back disease.

5. GROUNDS MAINTENANCE CONTRACT

Prior to the meeting the Clerk had circulated to all members the updated job specification produced by the Chairman. With no alterations needed to the job specification, it was agreed the new contract will run for a period of three years with, the possibility to extend it by a further two years following a review.

It was agreed to place a quarter page advert in the Village Voice costing £40, and an advert in the EDP costing £100, with the possibility of splitting the cost with Burgh Castle Parish Council who are also renewing their grounds maintenance contract. Closing date will be the 1st December, however the Clerk will take advice from the Burgh Castle Chairman concerning this.

6. BOROUGH & COUNTY COUNCILLOR REPORTS

Borough Cllr Myers - Stated he is still waiting for a response from First Bus concerning the proposed new bus route enquiry.

Borough Cllr Cameron – Reported GYBC will be undertaking a review of the rubbish bin collections, they are looking to make all routes more efficient.

Cllr Botwright – Reported he has contacted NCC Highways Engineer and County Cllr Annison concerning the condition of the new cycle path, as there are now a significant amount of weeds growing through the tarmac.

Cllr Mills – Reported the drains have been cleared and one repaired outside 39-41 Heather Gardens.

7. ADMINISTRATION & FINANCIAL MATTERS

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Ruddock – salary 1342.42 less pension 77.86 , less tax 38.20 , less nic 65.45		£1,160.91
BACS	D. Skipper wage 714.84, less pension 39.31, plus mileage 12.15		£687.68
BACS	HMRC K. Ruddock tax 38.20 , nic 65.45, employer nic 83.55 K. Gipson nic 20.87, employer 32.29		£240.36
BACS	Norfolk Pension Fund K. Ruddock cont 77.86 Council cont 315.46 D. Skipper cont 39.31, Council cont 167.98		£600.61
BACS	Garden Guardian grass cutting	£174.54	£1,047.24
BACS	Norfolk Alc – Chairperson training	£6.00	£36.00
BACS	Littlejohn – External Auditor	£60.00	£360.00
BACS	New Road Centre – Contra Payment for 2 nd half of precepted monies £7435		£7,435.00
BACS	S. Lamb Moorhay Farm – toilet block container		£3,500.00
BACS	GYBC – Planning application fee for toilet block		£117.00
BACS	K. Ruddock – refund for postage		£1.83
DD	WAVE - allotments water		£375.06

	Total for meeting	£240.54	£15,561.69
--	-------------------	---------	------------

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Gipson wage 970.96, less pension 53.40, less nic 20.87		£896.69
BACS	Norfolk Pension Fund K. Gipson Cont 53.40, council cont 210.72		£264.12
BACS	KGB Commercial – Call out water heater	£55.15	£330.90
BACS	Refund K. Botwright – sleepers etc for toilet block	£48.40	£290.40
DD	BT	£17.28	£103.68
DD	ESPO – gas April, May, June	£16.61	£348.75
DD	ESPO – July	£31.64	£189.86
DD	ESPO – August	£3.65	£76.71
DD	Wave - Water		£107.58
DD	PWLB - Mortgage		£3,100.03
BACS	Refund K. Gipson – refund for cleaning materials	£9.08	£63.37
	Total for meeting	£172.73	£5,771.09

	LTSB 1 Year (07-09-21)	LTSB 1 Year	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£0.00	£47,826.81	£9,527.30	£58,374.00
Bank Bal After	£0.00	£0.00	£91,577.62	£12,989.30	£58,374.00

Payments into New Road: £1790

Belton Bowman £100

Judo £80

Deaf Connections £96

Flying Club £100

Craft Group £96

Pilates £66

Bohemians £898

Belton FC £84

Parties x4 £270

To propose payment for above sheet Cllr Mills, Seconded Cllr Botwright. All in Favour.

8. CONCLUSION OF THE 2020/21 EXTERNAL AUDIT

The External Auditors report has been received from Littlejohn LLP. It states the information in sections 1 and 2 in the AGAR are in accordance with proper practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory practices have not been met. A copy of the annual review of effectiveness of internal control had been prior circulated by the Clerk, with no amendments made, the report was accepted.

9. BELL LANE PLAYING FIELD

The Chairman reported:

-Bohemians FC have given the Parish Council a set of football goal posts which will need de-rusting and painting before they go up on Bell Lane, we are just waiting for the sockets.

-Following a meeting with an official from Essex and Suffolk Water on Bell Lane field. A proposed new water supply was discussed which would be used to water the new trees being planted on the field. Firstly, an application form will need to be completed which will cost £140, if this was agreed it is expected a new supply will cost anywhere from £1500 to £3000. It was agreed by all members that this option would not be possible due to the cost. It was agreed to investigate other options.

-The Parish council has applied for 80 trees (20 Heritage Orchard trees, 30 'mini copse' trees and 30 native hedging plants) via 1 Million Trees for Norfolk project for November 2021 Delivery and 105 trees (rowan, silver birch, wild cherry, common oak, grey willow) from the Woodland Trust for March 2021 delivery to be planted in the Parish to commemorate the Queen's Platinum Jubilee, and the Queen's Green Canopy. Volunteers to help plant and maintain these trees which will be planted at Bell Lane and New Road Sports Field would be welcomed. There is no cost to the Parish for these trees.

10. NEW ROAD SPORT & LEISURE CENTRE

Cllr Light reported:

Working Party

After obtaining information from NALC it has been recommended that the New Road, Allotments and Finance Committees are reclassified as Working Parties. All groups are advisory only, and make recommendations to the Parish Council for decision making. Cllr Greenacre proposed to change all groups to Working Parties, seconded Cllr Botwright. All in Favour.

Car Park

Tape and cones have been purchased to cordon off an area in the car park for function room hirers, however there is still a problem with people parking in the disabled parking bays and emergency services area. It was agreed for the caretaker to cone this area off, Cllr Mills will supply relevant signage to be attached to the cones.

Toilet Block

The new toilet block has been purchased, it is hoped to be delivered by Monday 11th October, and the sleepers are in place ready for the siting.

Projector

Cllrs Light and Botwright met with the Caretaker and Mr Simm to discuss where to site the sockets for the projector. The projector is now fully fitted and up and running. It was agreed that Cllr Cameron along with Borough Cllr Myers will look into what licences are needed for delayed streaming of sports and to use own media to stream movies.

Alcohol License

It was agreed for Cllrs Bridges and Searby to investigate what alcohol license would be needed, and its cost, for alcohol to be sold during any event/booking at the centre. It was agreed all bookings, including club house bookings, will not be permitted to sell alcohol at New Road until the correct license has been purchased.

Events and Pricing Working Party

It was agreed to form a new Events and Pricing Working Party to investigate the possibility of putting on a Food Fair at New Road this year. It was agreed Cllrs Hillier, Mills, Greenacre, Williams, Light and Botwright will sit on the Working Party. If all goes well the group would then look into holding an event, possibly on Bell Lane Field, to mark the Queens Platinum Jubilee Celebrations.

The group will also look into the possibility of setting up a Mother and Child coffee morning in the function room which would be held every Saturday morning. The idea being for the group to be run by the mothers themselves, children would be able to watch cartoons and movies using the new projector. Cllr Greenacre stated she would be happy to attend the first session to start the group off, which will need to be advertised on Facebook and within the Village Voice. More details concerning this will be discussed during the first Working Party meeting.

Lastly the group will look into and review the current pricing structure for the site. It was agreed that the first meeting will be held on Thursday 21st October at 2pm.

Key Register

It was agreed the key register needs updating, and for the Clerk to obtain a key register from both Belton FC and Bohemian FC detailing who has keys to the gate and centre. Cllr Light reported he is making enquiries into updating the front door lock and moving the alarm system to accommodate the separate use of changing rooms and hall.

11. CCTV

After contacting Hunn Security no guarantee had been provided that the relay sited behind the louvers of the church tower will definitely work to send signal from Bell Lane to New Road. The contractors had stated if the relay sited inside the louvers within the Church tower did not work permission would have to be sought from the Church (the Diocese) to install them outside of the Church tower. It was then agreed to pursue the option of having the Police take over the CCTV on Bell Lane, until this has been explored no further action will be undertaken to update the system at New Road.

12. PLANNING

The following comments have already been submitted to GYBC prior to the meeting.

06/21/0744/F 12 Provan Crescent, Belton First Floor Extension

It was agreed to submit no objections subject to neighbours' comments for the application above.

NCC - REF FUL/2021/0010 Welcome Pit, Butt Lane, Butt Lane, Burgh Castle, Great Yarmouth
Continued use of Operational Area to service the existing and proposed extended Quarry with retrospective erection and use of Two-Storey Portakabin as an Office/Mess. Importation of up to 1500 tonnes of aggregate per year for the purposes of blending with extracted Quarry material:
Folkes Plant & Aggregates Ltd

NCC - REF FUL/2019/0040 Welcome Pit, Butt Lane, Butt Lane, Burgh Castle, Great Yarmouth
Northern extension to existing approved pit with extraction of sand and gravel, restoration to a lake with landscaped slopes and reed beds, and retrospective erection of a perimeter bund for security purposes. It was agreed to support Burgh Castle Parish Council and to submit the same comments for the above planning applications.

06/21/0739/TRE Ashmar House, Farman Close, Belton G1 Beech, reduce height, remove dead lumber. It was agreed to submit no objections subject to neighbours' comments for the application above.

Planning Application under appeal

REF: APP/U2615/W/21/3273903 Land South of Short Rd, Browston

Demolition of stable and erection of 1 dwelling and stable block

The following Tree Preservation Orders have been granted:

TPO 4 of 2021 Trees at Beech Farm, Beccles Road, Belton

TPO 7 of 2021 Tree on land at 12 Waveney Drive, Belton

13. ALLOTMENT MEETING DATES

The following meeting dates were agreed:

Allotment Working Party Tuesday 26th October at 7.30pm

Allotment AGM Tuesday 16th November at 7.30pm

Finance Working Party Tuesday 23rd November at 7.30pm

14. PORTFOLIO REPORT

Cllr Botwright – Many of the village signs are either damaged or not visible, when seen please can Cllrs either take a photo and email to Cllr Botwright, or report directly to NCC.

It was agreed to place an advert in the Village Voice asking for volunteers to assist with planting and watering the new trees when they arrive.

After attending an online meeting with Paul Sellick, it has been confirmed that he is looking into the cost for the Parish Council to take over grass cutting, hedge cutting and Public Rights of Way maintenance.

The Sandy Lane Dyke has now been dredged and invoices sent to relevant property owners.

Cllr Mills – Will report that the 837R lamp post on the Heather Road/Station Rd North passage as the light has still not been fixed.

15. TIME & DATE OF NEXT MEETING

Tuesday 2nd November 2021, 7.30pm at the New Road Sport & Leisure Centre

With no further business the meeting was closed at 9.15pm